City of Lincoln Appointment Application

The purpose of this form is to obtain general information for use in the nomination and confirmation process for special appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointments. If you have recently prepared a biography or resume, PLEASE ATTACH IT TO THIS FORM.

Complete both sides and return to: Mayor's Office, 555 South 10th Street, Lincoln NE 68508. FAX: 441-7120

PERSONAL INFORMATION

NAME (please type or print last name, first name, and middle initial)

☐ Mr. ☐ Ms. ☐ Miss. ☒ Mrs.   Hettenbaugh   Martha   M

3700 West Pella Road	Hallam	NE	68368	Lancaster
Legal Residence Street	City	State	Zip	County

NE Dept of Insurance				Lancaster
Business Address Street	City	State	Zip	County

Residence Telephone (402) 310-4626   Business Telephone (402) 471-4671

Applicant Occupation __Tax Analyst__   Employer NEBRASKA DEPARTENT OF INSURANCE

E-mail Address _____

To assist in the selection, you are asked to voluntarily provide information which is necessary for statistical reporting purposes. Under State and Federal Law, this information may not be used to discriminate against you.

Affirmative Action Information: Sex ☐ Male ☒ Female   Racial/Ethnic Background ____Hispanic____

EDUCATION

Schools attended including High School

School	Location	Dates	Major/Degree
NE Resource Foundation	Lincoln	1974	GED
University of Nebraska	Lincoln	1983	BS Business Administratic

PRESENT OR PREVIOUS COMMUNITY/VOLUNTEER ACTIVITIES

Volunteer as a translator at the Peoples' Medical Center

EMPLOYMENT

SEE ATTACHED

Employer	Location	Dates

Rev. 3/2002

Martha Moran Hettenbaugh

Objective   Appointment to County Advisory Boards, Commissions & Task Forces

Experience   1986-Present   Tax Analyst   Lincoln, NE
Nebraska Department of Insurance

- This is a professional, supervisory and specialized position responsible for auditing of insurance premium tax returns submitted to the Nebraska Department of Insurance by insurance companies and related entities.
- Interview and participate in the selection of three tax auditors. Train, supervise and evaluate the staff involved in auditing insurance companies licensed in the state.
- Plan, organize and assign work activities to staff to facilitate the attainment of work goals and to ensure the consistent application of states' retaliatory tax laws. Determine the level of training needed to improve accurateness and effectiveness of the audit.
- Review annual premium tax returns forms to ensure the complete, consistent and comply with retaliatory tax laws, regulations and guidelines.

2003-Present   Real Estate Agent   Lincoln, NE
Woods Bros Realty
- Licensed Real Estate Agent.

Education
- November 1985- June 1986 Lincoln School of Commerce
  Lincoln, NE
  Classes in Computer Programming

- December 1983   University of Nebraska-Lincoln   Lincoln, NE
  Bachelor of Science in Business Administration

- January, 1983 Certificate of Merit
  University of Nebraska-Lincoln
  Small Business Administration

- October, 1982   University of Nebraska, College of Business Administration, Department of Modern Language
  Diploma of Superior Language Proficiency in Commercial Spanish

City of Lincoln Appointment Application

PERSONAL INFORMATION

Application Date: 07/23/1999

Salutation: **Applicant Name:** TESCH, CARL

Legal Residence: 5539 ENTERPRISE DR   **City/State/ZipCode:** LINCOLN, NE 68521-1007

Residence Telephone: 435-0285   **Business Telephone:**

Applicant Occupation: RETIRED   **Employer:**

E-mail Address:

Affirmative Action Information: Sex Male   **Racial/Ethnic Background:** Caucasian/White

EDUCATION

PRESENT OR PREVIOUS COMMUNITY/VOLUNTEER ACTIVITIES

EMPLOYMENT

Board(s) Requested

AIR POLLUTION ADVISORY BOARD

CABLE ADVISORY BOARD

CITIZEN POLICE ADVISORY BOARD

LINCOLN AREA AGENCY ON AGING ADVISORY COU

LINCOLN HOUSING AUTHORITY BOARD